

**WASHINGTON COUNTY PLANNING COMMISSION  
REGULAR MEETING  
April 3, 2017**

The Washington County Planning Commission held a regular meeting on Monday, April 3, 2017 at 7:00 p.m. at the Washington County Administration Building, 100 West Washington Street, Public Meeting Room 2000, 2nd Floor, Hagerstown, Maryland.

Commission members present were: Chairman Clint Wiley, Dennis Reeder, Andrew Bowen, Robert Goetz, Jr., Jeremiah Weddle (arrived at 7:15 p.m.), David Kline (arrived at 7:05 p.m.) and Ex-Officio Leroy Myers, Jr. Staff members present were: Washington County Department of Planning & Zoning - Stephen Goodrich, Director, Washington County Department of Plan Review – Tim Lung, Deputy Director and Lisa Kelly, Senior Planner.

**CALL TO ORDER**

The Chairman called the meeting to order at 7:00 p.m.

**MINUTES**

**Motion and Vote:** Mr. Bowen made a motion to approve the minutes of the March 6, 2017 regular Planning Commission meeting as presented. The motion was seconded by Mr. Reeder and unanimously approved with Mr. Myers and Mr. Goetz abstaining from the vote.

**Motion and Vote:** Mr. Bowen made a motion to approve the minutes of the March 20, 2017 public rezoning meeting as presented. The motion was seconded by Mr. Goetz and unanimously approved with Mr. Myers abstaining from the vote.

**OLD BUSINESS**

**Todd Mike Investments LLC (SP-14-015)**

Mr. Lung reminded members that during the March meeting a request was presented to consider a change of use to a previously approved site plan in the Rural Business district as a minor revision, which would not require a public hearing. The existing site plan allows for an on-line construction equipment auction facility; the proposed use would allow for on-site events. At the March meeting, the Planning Commission did not take action on the change of use determination; however, approval was given for a one time on-site auction to be held in March. Additional information was requested to address parking issues in the future. The applicant has filed for a variance from the Board of Zoning Appeals, as required by the Zoning Ordinance, to allow for parking on a non-paved grass surface. This request will be heard at a public hearing later in April. A plan has been submitted to the BZA showing a total of 385 overflow parking spaces; 25 paved parking spaces are shown on the revised site plan. The applicant is requesting that the Planning Commission approve an additional on-site event in May, pending receipt of all agency approvals for the revised site plan. Mr. Lung briefly summarized the approval of an auction facility for Cochran Auctions, specifically citing approved parking requirements for that facility.

Mr. Justin Doty of Frederick, Seibert & Associates, the consultant, stated that the one time on-site auction approved by the Planning Commission last month was held on March 22<sup>nd</sup> with a total of 23 vehicles on-site at one time (all on paved surfaces). The event was completed by 12:15 p.m. Due to the success of the March event, revisions to the site plan and the application submitted to the Board of Zoning Appeals, which will be heard later this month, the applicant is requesting an exception to the one time on-site event and would like to hold another on-site event in May.

**Discussion and Comments:** Mr. Goetz asked what the hours of operation would be for the on-site auctions. Mr. Todd Easterday, applicant, stated there is an office, several restrooms, and storage facility on the site. He gave a brief description of how the on-site auctions would be conducted. Three days prior to the auction, merchandise will be brought to the site and auctions will not be held after dusk (usually before 3:00 p.m.).

**Motion and Vote:** Mr. Bowen made a motion to approve the request for another on-site event in May or June; however, the applicant must have a ruling from the Board of Zoning Appeals prior to the Planning Commission making a determination if the change in use is significant and will require a public hearing. The motion was seconded by Mr. Reeder and unanimously approved.

**NEW BUSINESS**

**-SITE PLANS**

**Sunbelt Rentals-Crayton Boulevard (SP-17-001)**

Ms. Kelly presented for review and approval a site plan for Sunbelt Rentals located along Peak Circle west of Crayton Boulevard. The developer is proposing to construct a commercial rental business on a 4.06 acre parcel currently zoned H1 – Highway Interchange. The building will total 11,800 square feet in size with the office occupying 3,000 square feet and the garage occupying 8,800 square feet. The south side of the building will have an equipment display area and to the rear of the building will be the staging area for equipment storage, which will be screened with evergreens to comply with Zoning Ordinance requirements. There will be one access into the site from Peak Circle. The site will be served by public

water and public sewer. The number of employees will be 12; the hours of operation will be 6:00 a.m. to 5:00 p.m. Monday through Friday and 7:00 a.m. to 12 noon on Saturdays. Freight and delivery will be one box truck per week. Parking required is 19 spaces and 30 spaces will be provided. Lighting will be building mounted and pole mounted throughout the parking lot and throughout the staging and equipment display areas. One sign is proposed and will be building mounted. One screened dumpster in the northeast corner will provide solid waste disposal. Landscaping will be provided in front of the building and also in front of the parking spaces and the bio-retention pond. Vegetation will also be planted in the storm water management area. Forest Conservation Ordinance requirements were met in 2001 using payment in lieu and retention of existing off-site forest when the subdivision for the business park was approved. All agency approvals have been received.

**Motion and Vote:** Commissioner Myers made a motion to approve the site plan as presented. The motion was seconded by Mr. Goetz and unanimously approved.

#### **-OTHER BUSINESS**

#### **Rosewood PUD Revised Development Plan Determination**

Mr. Lung presented a request for a proposed change to the approved Rosewood PUD Revised Development Plan. The original Development Plan was approved in 1999 with numerous changes to the plan over the past 18 years, two of which were deemed significant changes by the Planning Commission and required public hearings. The latest change to the Development Plan was approved in January 2017 without the requirement of a public hearing. This plan included 444 residential units at a density of 5.7 dwelling units per acre and 14.85 acres of commercial area, which constitutes 19% of the PUD. The proposed change consists of 632 residential units at a density of 8.1 dwelling units per acre and 4.24 acres of commercial area at 5.4% of the total area of the PUD. The original 1999 Development Plan included a total of 520 residential units at 6.6 dwelling units per acre and 7.9 acres of commercial area at 10% of the total PUD area. There is a Homeowner's Association established for this development and a meeting was held by the developer with the Association and its members to discuss the proposed changes. A letter from the HOA has been received by the Department of Plan Review stating there was no objection from residents that attended the meeting. A letter was also received by the Department of Plan Review from Dan Ryan Builders conveying their support for the proposed change.

**Motion and Vote:** Mr. Bowen made a motion that the proposed change is not significant and a public hearing is not required. The motion was seconded by Mr. Weddle and unanimously approved.

#### **Update of Staff Approvals**

Mr. Lung reported the following submittals were received by the Department of Plan Review during the month of March. Submittals included the following: Permits - 33 reviews including 14 entrance permits and 19 grading permits; Engineering Plan Review – 12 submittals including 5 two year updates, 5 standard grading plans, 1 site specific grading plan and 1 traffic study; Land Use Plan reviews – 1 final plat for additional lots in Westfields, 3 Preliminary/Final plats (all minor subdivisions), 1 subdivision replat, 1 administrative variance request and 3 site plans (1 minor change of use site plan for a storage shed sales facility on Halfway Boulevard; 1 site plan for the expansion of Maryland Paper; 1 site plan for a new Urgent Care/Med Express facility on Pennsylvania Avenue to replace the existing Pizza Hut). Plan approvals were issued for the following: 2 minor subdivisions, 2 subdivision replats, a simplified plat and 3 site plans including the Mennonite Home, Emerald Pointe commercial area, and a revision for the Rehoboth United Methodist Church on Lappans Road.

Mr. Lung announced that the County will be adopting a new FEMA Floodplain Map this summer. A public meeting was held last year in cooperation with FEMA to review the revised Floodplain Map and FEMA issued its "Letter of Final Determination", which means the appeal period has ended and the maps are completed. The County must update its Floodplain Ordinance to bring it into compliance with current guidelines. A public hearing will be held in May. The County is also coordinating with the Towns to bring their ordinances into compliance.

#### **Comp Plan Update**

Mr. Goodrich explained that the Comp Plan update is on-going and progress is being made. There has been some delay in adhering to the planned schedule due to staff changes. All of the goals from the current plan have been reviewed, a draft of the Sensitive Areas element has been completed, the first draft of the Historic Resources element has been completed, and parts of the Water Resources Element and the Economic Development element are partially written. We are currently working on a Development Capacity Analysis, which is required by the State of Maryland and required in order for the County to complete its Water Resources Element of the Comp Plan. The Development Capacity Analysis analyzes the ultimate build out for the County based on current zoning and current limitations. This analysis determines if current water and sewer capabilities would allow the County to serve the forecasted development. If water and sewer capacity is not sufficient, then a plan to improve the capacity, restrict development or both is needed. Population projections have been completed based on the latest figures from the Maryland Department of Planning and county figures for development since 2010.

ADJOURNMENT

Mr. Bowen made a motion to adjourn the meeting at 7:55 p.m. The motion was seconded by Mr. Kline and so ordered by the Chairman.

Respectfully submitted,

  
Clint Wiley, Vice-Chairman